

**FULL BOARD TELECONFERENCE
MEETING MINUTES
of the
Montana State Electrical Board
301 South Park Ave
Helena MT 59601
10:51 a.m. to 1:07 p.m.
July 14, 2021**

Due to the COVID-19 health emergency, all board meetings will be held by conference call. No outside participants or stakeholders will be allowed access in the building. Please attend by phone.

1. Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:00:35)

Board Members Present:

Mr. Harry Freebourn, Public Member, President
Mr. Derrick Hedalen, Journeyman Electrician
Ms. Staci Knuths, Public Member, Secretary/Treasurer
Mr. Rick Hutchinson, Master Electrician

Board Members Absent:

Mr. John Gordon, Journeyman Electrician

Staff:

Mr. Jason Steffins, Executive Officer
Ms. Barb McAlmond, Administrative Specialist
Mr. Dan Baris, Board Counsel
Ms. Beth Murphy, Compliance Specialist
Mr. Todd Younkin, Division Administrator

Public Present:

Mr. Keith Allen, IBEW
Ms. Margaret Morgan, IEC
Mr. Jay Reardon, Apprenticeship Director
Ms. Lyndsey Mitchell, Apprenticeship
Mr. Roger Smith
Mr. Travis Crook and his Attorney
Ms. Abigail St. Lawrence, Attorney

2. Approval and Tentative Modification of Agenda Order (00:02:45)

Motion: (00:04:08) Mr. Derrick Hedalen moved to place agenda item 5. a. ii. towards the end of the meeting.
Ms. Staci Knuths seconded the motion. The motion carried unanimously.

3. Review Minutes (00:04:56)

a. April 8, 2021 – Full Board Minutes

4. Public Opportunity to Comment (00:05:22)

The presiding officer read the statement of public participation.

5. Board Action (00:06:04)

a. Department and Board Updates (00:06:08)

- i. Introduction: New Board Member Ms. Staci Knuths (00:06:18)**
- ii. Screening and Adjudication Panel Membership – Possible Changes (01:10:21)**
- iii. Mr. Todd Younkin, Department Administrator (00:46:35)**

- iv. **Building Codes Update (00:11:14)**
 - 1. **Update from Building Codes: Building Codes Permit Report (00:13:07)**
- v. **Apprenticeship Bureau Update (00:15:29)**
 - 1. **Apprenticeship Report (00:15:38)**

b. Non-Routine Applications (00:25:42)

- i. **Mr. Roger Smith – Journeyman Electrician - Criminal Actions (00:25:53)**
Motion: (00: 42:50) Mr. Derick Hedalen moved to approve Mr. Roger Smith to take the journeyman electrician exam. Mr. Rick Hutchinson seconded. The motion carried unanimously.
- ii. **Mr. Travis Crook – Master Electrician - Criminal Actions (00:55:27)**
Motion: (00:58:44) Mr. Derrick Hedalen moved to approve Mr. Travis Crook to take the master electrician exam. Ms. Staci Knuths seconded. The motion carried unanimously.
- iii. **Mr. Ryan Payne –Limited Electrical Contractor - PC&E – Payne Construction & Electric – Federal Charges (01:00:03)**
Motion: (01:07:53) Mr. Harry Freebourn move to allow Mr. Ryan Payne to receive a limited electrical contractor license. Mr. Rick Hutchinson seconded. The motion carried unanimously.

c. NERA (01:34:35)

- i. **NERA Conference – October 18-20, 2021 – Colorado**
Motion: (01:35:44) Mr. Rick Hutchinson moved to approve Mr. Jason Steffins and Ms. Staci Knuths to travel to the NERA conference. Mr. Derrick Hedalen seconded. The motion carried unanimously.

d. Rules (01:40:46)

- i. **MAR 24-101-310 – Criminal Convictions and Non-Routine Rule – Effective 5/15/2021 (01:41:01)**

e. Continuing Education (01:43:27)

- i. **Merit Continuing Education – Instructor Review (01:43:29)**
Motion: (01:53:34) Mr. Derrick Hedalen moved to deny the Merit Continuing Education instructor application based on MCA 24.141.2102 (4)(c). Mr. Rick Hutchinson seconded. The motion carried unanimously.

6. Executive Officer Reports (01:55:26)

- a. **Financial Report – FY21 (01:55:39)**
- b. **Application and License issued reports 3/23 – 6/29 (02:01:15)**

7. Adjourn (02:03:12) Mr. Rick Hutchinson moved to adjourn the meeting. The motion carried unanimously.